

# Good Practice Requirements



Lotterywest is committed to maximising the positive impact of our grants for the WA community. Our Good Practice Requirements apply to all grant requests received from 1 January 2024.

Our team are here to help you think about what you need in order to meet these requirements. This includes considering any costs associated with addressing the requirements as part of your grant.

It is always good practice to engage with those who will benefit from, or be affected by, your initiative to make sure you are considering their needs and maximising impact.

Want to level up your impact? We've included a range of additional suggestions and helpful information for you to consider.

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# Respecting Aboriginal peoples



- ✓ **You are required to**
  - Engage with Aboriginal peoples when initiatives affect them and their communities.
  - Include a Welcome to Country and/or an Acknowledgement of Country at your event.
- ⊕ **You could also consider**
  - Acknowledging Country in digital or written content.
  - Dual naming for places and buildings.
- i **More information**
  - [Reconciliation Australia](#) explains the difference between a Welcome and Acknowledgement of Country.
  - [National Indigenous Australians Agency](#) can help you if you are unsure who the Traditional Custodians are in your local area.
  - [Landgate](#) provide guidelines on dual naming.

Aboriginal people and Torres Strait Islanders make up the First Nations of Australia. The term Aboriginal is used here in recognition of Aboriginal peoples as the original inhabitants of Western Australia.

# Equity, diversity, and inclusion



## You are required to

- Treat all people equitably with respect and dignity, regardless of gender and sexual identity, ability, language, ethnicity, religious belief, cultural background, age, education, socioeconomic background or other dimensions of diversity.
- Address relevant access needs including parking and facilities to help those with particular needs and promote relevant information about these issues in advance.
- Ensure that any promotional materials for your initiative are clear and appropriate for your audience.



## You could also consider

- Providing information in languages other than English.
- Providing Auslan interpreter services.
- Applying the [Web Content Accessibility Guidelines \(WCAG\)](#) for digital content.



## More information

- A guide on creating accessible events is available from the [Australian Human Rights Commission](#).

# Environmental sustainability



## You are required to

- Effectively manage waste, including recyclable and organic materials.
- Minimise printed promotional material.
- Promote information about available public or active transport options.

## You could also consider

- Making sure that any merchandise provided is sustainable and/or re-usable.
- Managing energy and emissions in your venues, facilities or events.
- Being water sensitive in your venues, facilities or events.
- Promoting sustainable behaviours in your venues, facilities or events.

## More information

- Make sure you comply with [WA's Plan for Plastics](#) which has phased bans of single-use plastics.
- See [Waste Sorted](#) for information on managing waste.
- Consider connecting with [Containers for Change](#) to recycle 10¢ drink containers and earn extra income for your cause.
- Help your patrons [plan their journey](#) by public transport.
- Calculate your carbon footprint with a [carbon calculator](#).

# Healthy lifestyles



**GRAB THE GOOD**

## ✓ You are required to

- Make healthy options available if food and drinks are provided or sold.
- Provide free drinking water or refill options.
- Avoid providing unhealthy food/drink (or vouchers for the same) as a prize or award.
- Refrain from promotions that encourage the rapid consumption of alcohol, glamorise getting drunk or imply that getting drunk is desirable.

## + You could also consider

- Completing the free [Fuel to Go & Play](#) 90-minute online community venue training.
- Using vendors from the [Healthier Vendor Guide](#).
- The non-display of sugary drinks by all food vendors/ kiosks/ canteens or in catering.
- Encouraging active transport options (e.g., walking and cycling).
- Incorporating activity in the design of community places and spaces.

## i More information

- Visit [Healthway's website](#) for more resources and specific funding opportunities relating to active, healthy people.
- If alcoholic drinks are served, [responsible service of alcohol](#) is a legal requirement.
- Check out [Fuel to Go & Play](#) for more information on creating healthier environments in community venues.
- [Healthy Active by Design](#) can help you think about contributing to more healthy and active neighbourhoods.
- Visit the Department of Transport [Your Move](#) for support in creating active, healthy ways to get around.

# Sun Smart



## ✓ You are required to

- Provide adequate shade and free sunscreen at all activities and events held outdoors during the day.

## + You could also consider

- Encouraging staff, volunteers and/or participants to wear sun-protective clothes (e.g., long sleeve collared shirts, wide brimmed hats, and sunglasses).

## i More information

- More information and suggestions are available in the [SunSmart event guide](#).



# Smoke-free

## ✓ You are required to

- Hold smoke-free events and activities (this includes prohibiting the use of cigarettes, e-cigarettes, vapes and heat sticks products).

## i More information

- Check out the [Make Smoking History Community Toolkit](#).
- Visit the [Make Smoking History website](#).
- [Smoke Free Signage](#) artwork is available for events and venues.

# Child safe



## ✓ You are required to

- Comply with all applicable State and Commonwealth laws relating to the employment or engagement of people who work or volunteer with children (Working with Children Check).

## + You could also consider

- Implementing the National Principles for Child Safe Organisations.
- Undertaking a self-assessment to reflect on your current child safe practices and identify areas for improvement.
- Including the National Principles for Child Safe Organisations e-learning modules in staff and volunteer training.

## i More information

- The WA Child Safe Organisations Knowledge Hub brings together information and helpful resources about the National Principles in one central place.
- Keeping Our Kids Safe resources apply a cultural lens to the National Principles.
- The National Principles for Child Safe Organisations includes information and resources on the principles from a national perspective.
- Sign up for updates on the National Principles from the Department of Communities.
- The WA Commissioner for Children and Young People has information and tools on creating child safe organisations.



## Get in touch

For more information on our grant-making, please get in touch.

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